HQDA ADCS, G-2
Senior Leader DCIPS Update
12 March 2012

DCIPS
DEFENSE CIVILIAN INTELLIGENCE PERSONNEL SYSTEM

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DEFENSE CIVILIAN INTELLIGENCE PERSONNEL SYSTEM

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Purpose / Agenda

Purpose:

Provide Army senior leaders with an update on the Army DCIPS transition from a pay banded structure to a graded structure and the impact to the Army DCIPS Civilian and Military workforce.

Agenda:

- Where We've Been
- Current State
- Way Forward
- Open Dialog to Address Questions

What is DCIPS?

DCIPS is a Title 10 Excepted Service civilian human resource system that incorporates all DoD civilians within the Intelligence Community under a single, performance-based, mission-focused management and administration system that furthers the goals of both DoD and ODNI.

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Where We've Been

Where We've Been

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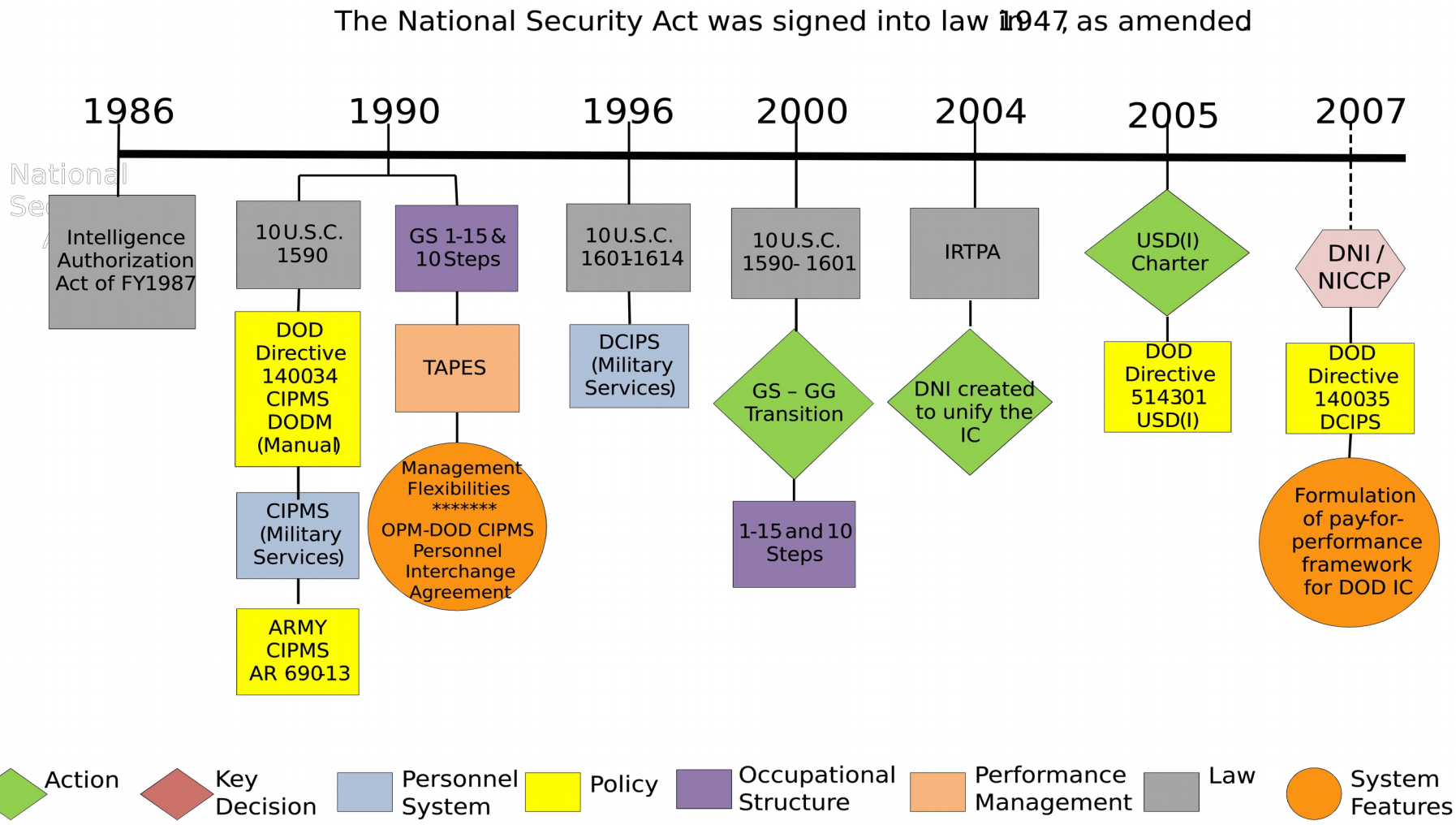

Where We've Been (cont'd)

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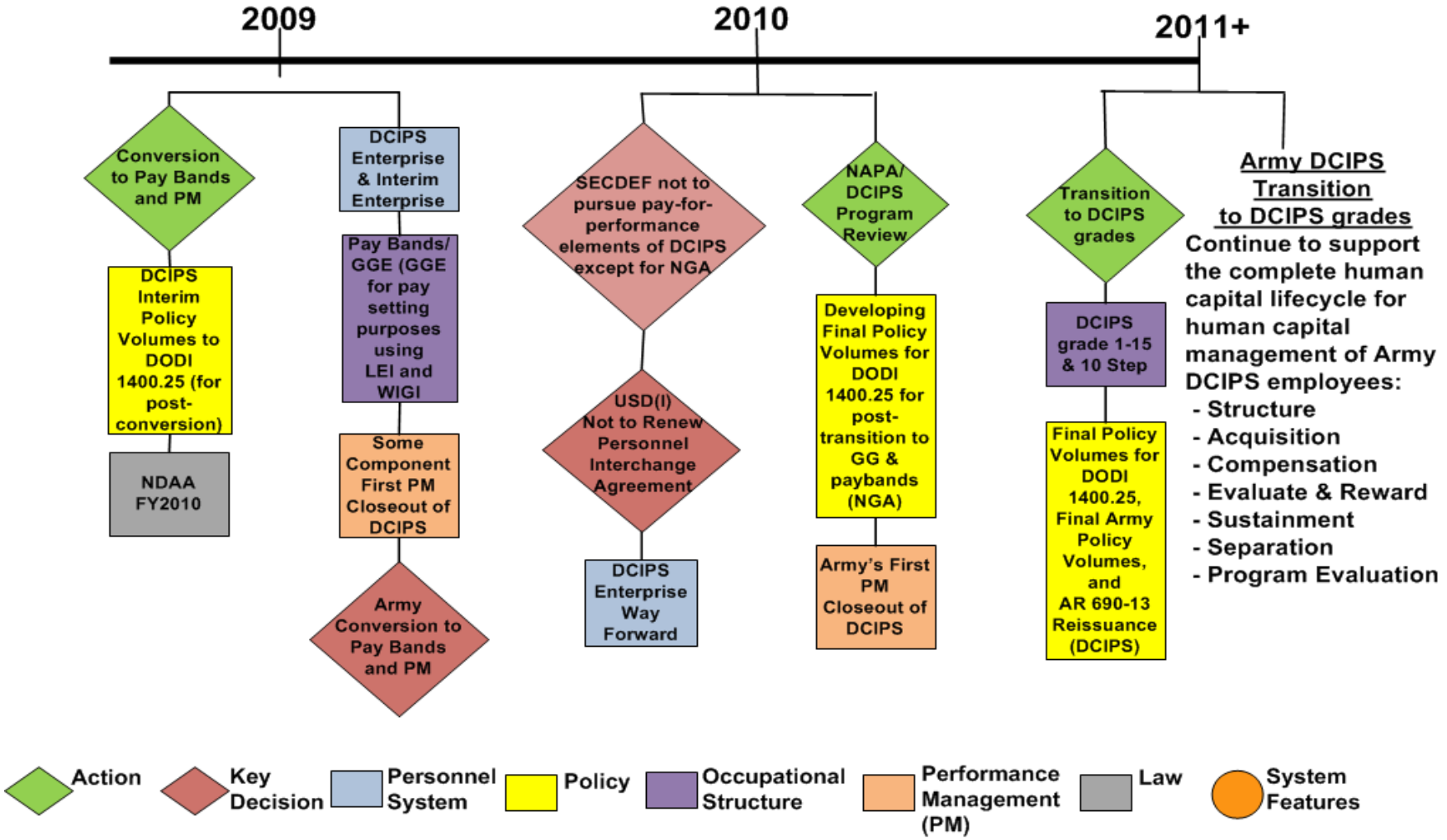
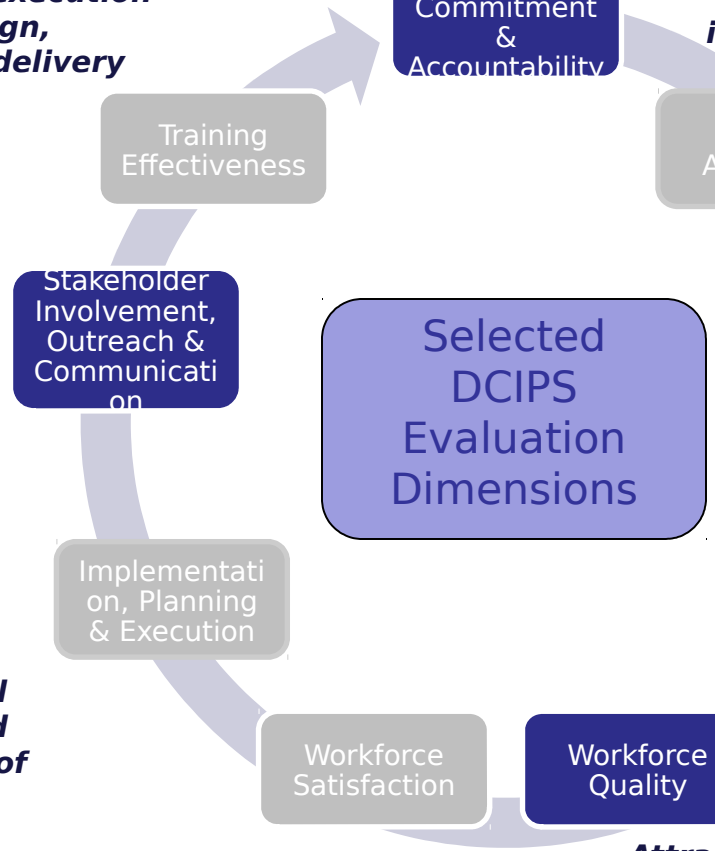


Army DCIPS Program Evaluation Framework



Leadership commitment and accountability for effective DCIPS implementation and application

Employee alignment of goals and objectives to agency mission

Promotion of a high performing workforce by differentiating between high & low performers and rewarding employees on the basis of performance

Employee perception of fairness to the needs of diverse groups of employees and provision of transparent decision making

Attraction of high quality new hires in a timely manner, retention of high performers, and satisfaction with hiring process

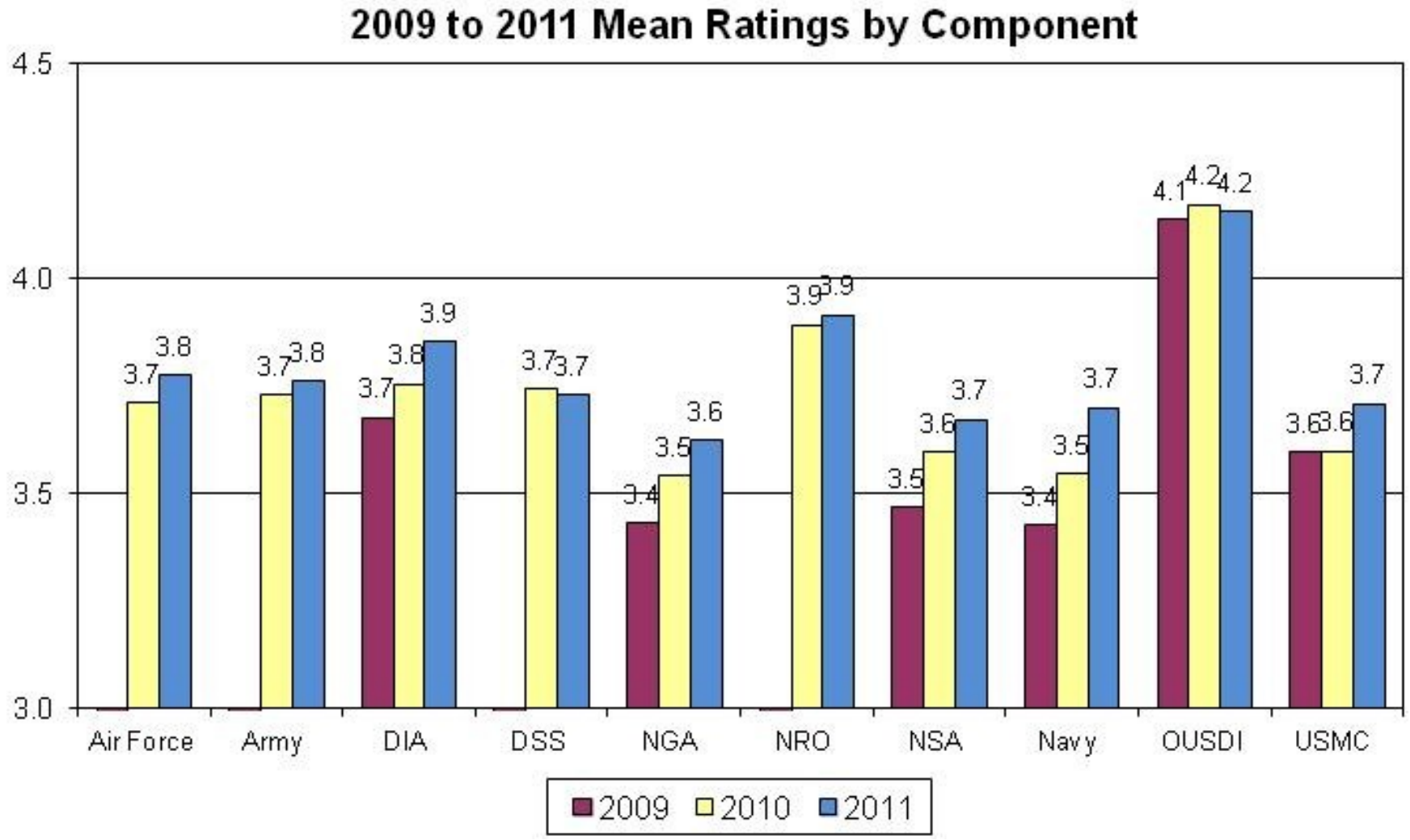
Employee satisfaction with operating environment of DCIPS

Preparation and implementation of a comprehensive management plan to ensure organizational change readiness and employee acceptance of DCIPS

Stakeholder involvement, outreach, and communication efforts to provide information to and obtain feedback from employees

Implementation and execution of training design, development, and delivery

FY09/10/11 Rating Distribution Results



Current State

IC Transition Timeline and Lessons Learned

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25 Sep 11
- DIA Transition

9 Oct 11
- Navy & Navy NRO, USMC, OUSDI Transition

29 Jan 12
- DSS Transition

25 Mar 12
- Army, USAF & USAF NRO Transition

Occupational Structure

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Please note: This graphic reflects the USD(I) enterprise-wide DCIPS occupational structure. The Army is aligned to the DCIPS Occupational structure and will follow the DCIPS grading standard in Army Policy Volume 2007. This will result in all Professional (including Supervision/Management) Work Category GG-13 Army DCIPS positions aligning to the Full Performance work level and all Technician/Administrative Support Work Category GG-7 Army DCIPS positions aligning to the Entry/Developmental work level.

Distribution of Army DCIPS
Spheres of Influence

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U.S. ARMY CENTRAL (AR3A)	6	1.5%	MILITARY SURFACE DEPLOYMENT AND DISTRIBUTION COMMA (XT)	15	1.1%
U.S. ARMY NORTH (AR5A)	16	5.2%	EIGHTH US ARMY (P8)	6	1.6%
U. S. ARMY ACCESSION COMMAND (ARAA)	7	0.3%	OFFICE OF THE SECRETARY OF THE ARMY	7	0.6%
U.S. ARMY ACQUISITION SUPPORT CENTER (ARAE)	73	1.3%	FIELD OPERATING OFFICES OF THE SECRETARY OF THE ARMY (SB)	21	0.9%
US ARMY INTELLIGENCE AND SECURITY COMMAND (INSCOM) (AS)	3240	99.5 %	U.S. ARMY SPACE AND MISSILE DEFENSE COMMAND (SC)	59	6.5%
U.S. ARMY TEST AND EVALUATION COMMAND (ARAT)	79	1.9%	HQDA FIELD OPERATING AGENCIES AND STAFF SUPPORT AGENCY (SE)	17	0.2%
U.S. ARMY INSTALLATION MANAGEMENT COMMAND (ARBA)	278	0.8%	JOINT SVCS & DOD ACTIVITIES SUPPORTED BY HQDA (SJ)	99	7.4%
US ARMY CRIMINAL INVESTIGATION COMMAND (CB)	2	0.2%	U.S. ARMY SOUTH (SO)	24	7.6%
US ARMY CORPS OF ENGINEERS (CE)	50	0.1%	US SPECIAL OPERATIONS COMMAND (ARMY) (SP)	147	8.5%
US ARMY CHIEF OF STAFF (CS)	248	14.4 %	US ARMY TRAINING AND DOCTRINE COMMAND (TC)	1047	8.1%
US ARMY EUROPE AND 7TH ARMY (E1)	87	5.8%	U.S. ARMY WAR COLLEGE (TW)	6	1.6%
21ST SUPPORT COMMAND (E2)	2	0.6%	HQ US ARMY MATERIEL COMMAND	32	4.0%
SEVENTH ARMY TRAINING COMMAND (EN)	8	2.4%	AMC TRAINING ACTIVITIES	4	2.9%
US ARMY FORCES COMMAND (FC)	148	4.2%	U.S. ARMY AVIATION AND MISSILE COMMAND (ARX6)	121	1.2%
NETCOM/9TH ARMY SIGNAL COMMAND (G6)	102	2.1%	US ARMY TANK AUTOMOTIVE & ARMAMENT COMMAND (X7)	43	0.3%
U.S. ARMY NATIONAL GUARD BUREAU (GB)	2	0.3%	US ARMY COMMUNICATIONS ELECTRONICS COMMAND (X8)	74	0.9%
UNITED STATES ARMY RESERVE COMMAND (HR)	40	0.4%	U.S. ARMY CHEMICAL MATERIALS AGENCY (XB)	1	0.1%
US ARMY ELEMENT SHAPE (J1)	26	14.0 %	U.S ARMY SUSTAINMENT COMMAND (ASC) (XC)	13	0.9%
JOINT ACTIVITIES (JA)	494	20.1 %	U.S. ARMY CONTRACTING COMMAND (XD)	11	0.2%
US MILITARY ACADEMY (MA)	1	0.1%	US ARMY COMMAND (2A) – Cyber COMMAND	20	11.6 %
US ARMY MEDICAL COMMAND (MC)	54	0.1%	U.S. ARMY JOINT MUNITIONS COMMAND (JMC) (XQ)	8	0.1%
			U.S. ARMY RESEARCH, DEVELOPMENT AND		

Transition

- The Army will transition from pay bands to DCIPS grades on **25 March 2012**
- DCIPS occupational structure, common performance management system and performance-based bonuses will remain intact
- DCIPS occupational structure (alignment) will include 15 Grades and 10 steps, similar to the GS system
- Employees will not lose pay upon transition
- Base salary will be aligned to a DCIPS grade and step
- Some employees will receive an adjustment to base salaries as a result of alignment
- Employees were notified on 9 March 2012 of their alignment – their new salary and step can be found on their Notice of Personnel Action ***after*** 11 April 2012
- Policies critical to DCIPS transition will be published prior to transition

Approach to Transition

- The Army* completed the following activities in support of readiness to transition:
  - Completed resource assessment and worked with G-2 leadership to identify options to resource transition for MIP, NIP, and Service-funded positions
  - Identified and engaged key stakeholders in support of the transition to DCIPS grades
  - Issued the Total Army Comprehensive DCIPS Transition Plan to develop the transition strategy and meet the USD(I) Readiness Tool requirements
  - Army G-2 in collaboration with AG-1(CP) developed the IA2GG Tool currently used by stakeholders to facilitate the execution of the transition

**HQDA, ODCS G-2 IPMO serves dual roles as the Transition Program Management Office and DCIPS Policy and Program Office (Synchronizing / Aligning IC and Army HC Initiatives).*

Keys to Success: Transition Execution by Stakeholder

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USD (P&R) ⟷ **USD(I)**

ARMY

TMs

Final Army DCIPS Policies
ASA (M&RA), G-1, G-2, OGC, ACOMs*, ASCCs, DRUs, AASA

Transition Training Strategy
G-2, CHRA

Change Management and Communication Strategy
ASA (M&RA), G-1, G-2, ACOMs, ASCCs, DRUs, AASA

Transition Cost (Step Alignment, GAO Reporting)
G-2, ACOMs, ASCCs, DRUs, AASA

Position Alignment
CHRA, ACOMs, ASCCs, DRUs, AASA, AG-1 (Civilian Personnel)

HR Solutions/Services
CHRA

Human Resource Systems Support (DCPDS)
CHRA and AG-1 (Civilian Personnel)

Leadership Commitment
ASA (M&RA), G-1, G-2, CHRA, ACOMs, ASCCs, DRUs, AASA

* ACOMs include joint commands

Policy Status

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Army DCIPS Policy Status Chart*					
Policy Volume	**Current USD(I) DCIPS Policy Status (as of 2 March 2012)**	**Current Army DCIPS Policy Status (as of 9 March 2012)**	**Date the Commands can expect to see AP-V for Formal Coordination** *(Estimated Suspense Date)*	**Expected date comments are due from Army Commands for Formal Coordination** *(Estimated Suspense Date)*	**Date Final Army Policy Completed & Published** *(Estimated Completion Date)*
2011 - Performance Management	**Complete / Approved**	**Complete**			**July 2011**
2001 - DCIPS Introduction	**Complete / Approved**	OGC Review Complete	**9 February 2011**	**3 March 2011**	*March 2012*
2004 – Adjustment in Force	**Complete / Approved**	OGC Review Complete	**24 February 2011**	**18 March 2011**	*March 2012*
2005 - Employment and Placement	**Complete / Approved**	OGC Review Complete	**14 July 2011**	**11August 2011**	*March 2012*
2006 - Compensation Administration	**Complete / Approved**	OGC Review Complete	**25 July 2011**	**24 August 2011**	*March 2012*
2007 - Occupational Structure	**Complete / Approved**	OGC Review	**10 June 2011**	**30 June 2011**	*March 2012*
2009 - Disciplinary, Performance-based, and Adverse Actions	28 Oct adjudicated WHS edits and sent to P&R for LSR. 5 Dec LSR completed, awaiting P&R release.	OGC Review	**27 May 2011**	**30 June 2011**	*March 2012*
2013 - Program Evaluation	**Complete / Approved**	OGC Review	**1 July 2011**	**1 August 2011**	*March 2012*
2014 - Employee Grievance Procedures	**Complete/ Approved**	OGC Review	**12 May 2011**	**10 June 2011**	*March 2012*
2015 - Special Categories	**Complete/ Approved**	OGC Review	**25 February 2011**	**25 March 2011**	*March 2012*
2008- Awards and Recognition	28 Feb released for formal staffing.	Preparation for Laser Focus Session	**12 September 2011**	**17 October 2011**	*April 2012*
2010 - Professional Development	6 Jan SD106 signed, waiting now for posting to the DoD portal for formal coordination.	Adjudication of Comments in Progress	**13 July 2011**	**12 August 2011**	*April 2012*
2012 - Performance-Based Compensation	3 Feb Sent to Security Review	Adjudication of Comments in Progress	**14 November 2011**	**13 January 2012**	*April 2012*

Note: This Policy Chart is a "living document" and dates and risk levels may shift based on USD(I) timelines and other issues.

Key Milestones

- 9 March 2012 - Employee Notices were issued
- NLT 24 March 2012 - Performance Management Midpoint Reviews completed
- NLT 24 March 2012 - Mandatory “Special Closeout” (for those employees changing work levels with the transition to DCIPS grades)
- 25 March 2012 – Transition to DCIPS Graded Structure
- 30 September 2012 - FY2012 Performance period ends
- October-November 2012 - DCIPS PM Rating Phase
- November 2012 - PM PRA review PM results
- November-December 2012 - Conduct DCIPS Bonus Panels

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Tammy Williams

HQDA, ODCS, G-2, Resource Integration, Chief, Budget & Execution Division

DCIPS Grade and Step Alignment upon Transition

- **Strategy –** Army will process pay actions to align employees to a grade and step where applicable. Commands are responsible for funding the cost of this alignment.

- **Compensation Methodology –** Employees will transition to the DCIPS graded structure at their current base rate adjusted for alignment to a grade and step.

- **Process –** Army HQs is not funding the process. This is an unfunded mandate to implement.

- **Reporting Requirements –** We anticipate a Resource Reporting requirement. Army's Transition Plan contains framework to capture costs associated

DCIPS Compensation

- DCIPS Compensation:
  - DCIPS employees will continue to receive Basic Pay adjusted for transition, to include the Local Market Supplement (LMS) and Targeted Local Market Supplement (TLMS)
  - Employees OCONUS Foreign and Non-Foreign receive TLMS
  - In 2009 the Non-Foreign Area Equity Assurance Act (NAREAA) mandated the gradual elimination of Cost of Living Allowance (COLA)
  - In January 2012, the Non-Foreign area TLMS rates were increased, so that when the reduced COLA was factored in, the employee total gross pay (including COLA and TLMS) remained consistent with 2011 levels
  - Starting 2013, the Non-Foreign area TLMS will be phased-out over a 3 year period (2013 - 1/3, 2014 - 50%, and 2015 - the remaining)
  - OCONUS Foreign will continue to receive the TLMS
  - The USD(I) in coordination with the DoD Components will conduct a continual review of DCIPS Compensation practices

DCIPS Awards and Recognition Budgets

- **DCIPS Guidance: Bonuses vs. Awards**
  - FY11/12 – Awards and Recognition budgets were limited to 1% of aggregate salaries
  - The budgets were allocated for Bonuses FY11 and Awards throughout FY12
  - The Bonus process supported the FY11 Performance Management System by rewarding the highest level of performance and impact to mission
  - The Awards and Recognition Program will be used to reward extraordinary achievement or accomplishments throughout the remainder of FY12
  - FY13/out – Bonus rules are expected to stay the same yet percentages may change
  - The USD(I) and the DIHRB endorsed a rule that, generally, no more than 50% of employees in a pay pool will receive a bonus. The rule is intended to:

DCIPS Volumes 2012 and 2008 provide guidance on DCIPS performance bonuses and DCIPS Awards

  - Provide rewards to those who make the greatest contributions to

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Way Forward

Intelligence Community Priorities

- **Intelligence Community Priorities**:
  - Strategic Workforce Planning – Close gaps in enterprise workforce
  - Professional development – Certification of Intel professionals
  - Foreign Language – Develop and retain language professionals
  - DCIPS Policies – Enabling policies for enterprise workforce management. DCIPS will continue as the IC's personnel system founded in performance management principles
- **Army Intelligence Human Capital Priorities**:
  - Transition from pay bands to DCIPS grades on 25 March 2012
  - Implement Program Evaluation process improvements

Secretary of the Army Priorities

- Ensure a highly capable force within evolving budgetary constraints
- Transform the Institutional Army
- Build the Army of 2020 (POM 15-19)
- Enhance Army Activities in the Asia-Pacific region
- Fund reset and modernization
- Champion Soldiers, Civilians, and Families
- Strengthen information assurance and cybersecurity
- Ensure accountability
- Develop energy solutions
- Finalize Arlington National Cemetery reforms

Program Evaluation
5 Focus Areas

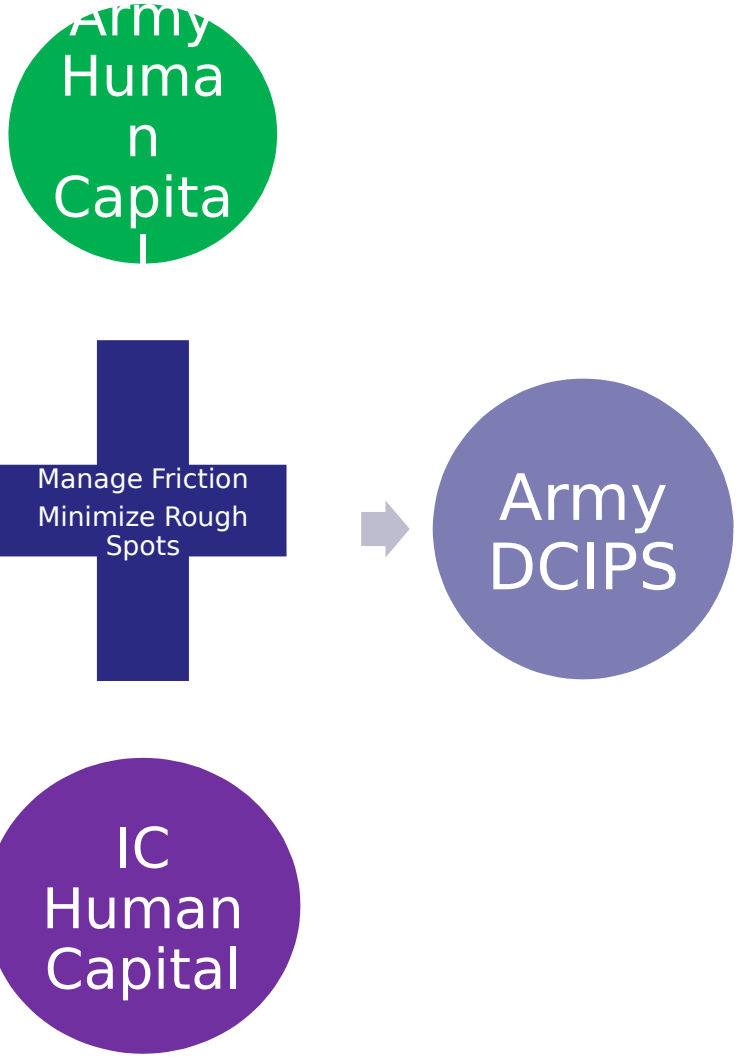
- Professional development – career road maps
- Manager/supervisor DCIPS training – soft skills, military supervisor training
- Regular and timely communications, guidance and outreach to the commands
- Transparency and standardization
- PAA Tool improvements

Army Short Term vs. Long Term Goals

- **Short Term Goals:**
  - Release AP-Vs (pre-signature) - Commands should plan and develop supplemental guidance if required
  - Work with USD(I) to finalize remaining DCIPS policy
  - Certify Army readiness to transition to USD(I)
- **Long Term Goals:**
  - Finalize remaining Army DCIPS policies (AP-Vs) as DoD policies are released
  - Implement DCIPS Program Evaluation five focus areas
  - Develop our leaders and the workforce
  - Continue to articulate and reinforce a performance culture
  - Continue to shape DCIPS to meet the needs of both

Transforming Human Capital

- Civilian Workforce Transformation (CWT) initiated to provide the Army:
  - Flexible and adaptive civilian cohort
  - Roadmap for improving recruiting, retention and leader development
- Publish an Army Intelligence Strategic Workforce Plan (SWP) by 30 September 2012 to support CWT, ACP and NDAA



Conclusion

DCIPS Human Capital Lifecycle

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Questions?

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Backup

DCIPS Progress for FY11 Across the IC

- USD(I) Direction and way forward
- Transition to DCIPS Grades
- Performance Management
- Impact of OPM Awards Memo
- DCIPS Policy (DoDI)
- DCIPS Training
- Occupational Structure
- Performance Metrics & WOR2M
- Phase 2: Non-Foreign TLMS phase-out
- Positions In and Out of DCIPS
- JDA Program
- Executive Resources
- Foreign Language and Area
- Professional Development
- Addition of Fourth Estate

DCIPS Flexibilities

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Existing Flexibilities of DCIPS:

- One common occupational structure for all DoD IC Components
- Career Progress
- Policy – Supports the Human Capital lifecycle
- Sources – DCIPS seeks to hire the best employees from any source
- Conditions of Employment
- Pay Setting
- Employee Movement – Competitive Actions and Exceptions
- Special Programs
- Movement within a Work Level

Non-Existing Flexibilities of DCIPS:

- **Staffing**
  - Personnel Interchange between DCIPS and competitive service
  - Noncompetitive Promotion between Grades
  - Temporary Promotions
  - Option of Temporary Promotions in Conjunction with Joint Duty Assignments
- **Compensation**
  - Step increase on Reassignments
- **Adjustment in Force**
  - Focus on Outplacement vs. Displacement
- **Bonus Pools**
  - Command Level authority to determine funding levels